



# LOS ANGELES COUNTY COMMISSION ON HIV

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While not required of meeting participants, signing-in constitutes public notice of attendance. Presence at meetings is recorded solely based on sign-in sheets, and not signing-in constitutes absence for Commission members. Only members of the Commission on HIV are accorded voting privileges, thus Commissioners who have not signed in cannot vote. Sign-in sheets are available upon request.

## OPERATIONS COMMITTEE MEETING MINUTES November 19, 2009

Approved  
2/18/2010

MEMBERS PRESENT	MEMBERS ABSENT	PUBLIC	HIV EPI AND OAPP STAFF	COMM STAFF/ CONSULTANTS
Nettie DeAugustine, <i>Co-Chair</i>	Everett Alexander	Juan Rivera	None	Jane Nachazel
Mike Johnson, <i>Co-Chair</i>	Dean Page			Craig Vincent-Jones
Sergio Aviña				Nicole Werner
Karen Peterson				
Robert Sotomayor				

### CONTENTS OF COMMITTEE PACKET

- 1) **Agenda:** Operations Committee Agenda, 11/19/2009
- 2) **Roster:** Los Angeles County Commission on HIV, 11/4/2009
- 3) **Table:** Commission on HIV Overall Attendance Percentages, January – June 2009
- 4) **Table:** Los Angeles County Commission on HIV, Seat Distribution, ongoing
- 5) **Commissioner Application:** Juan Rivera, 2009
- 6) **Commissioner Renewal Application:** Nettie DeAugustine, 2009
- 7) **Commissioner Renewal Application:** Angélica Palmeros, 2009
- 8) **Table:** Committee's Year 17 Implementation Plan, 4/16/2007

1. **CALL TO ORDER:** Mr. Johnson called the meeting to order at 12:45 pm.
2. **APPROVAL OF AGENDA:**  
**MOTION #1:** Approve the Agenda Order, as presented (*Passed by Consensus*).
3. **APPROVAL OF MEETING MINUTES:**  
**MOTION #2:** Approve Operations Committee Meeting minutes (*Postponed*).
4. **PUBLIC COMMENT, NON-AGENDIZED:** There were no comments.
5. **COMMISSION COMMENT, NON-AGENDIZED:** There were no comments.
6. **PUBLIC/COMMISSION COMMENT FOLLOW-UP:** Mr. Vincent-Jones said the Annual Meeting avoided delving into Commission-OAPP disagreements so as not to set a negative tone. Ms. Peterson found that a bit confusing, but felt it served objectivity. Mr. Johnson found some presentations repetitious, but valued them for the one-third new members.
7. **CO-CHAIRS' REPORT:**
  - Kimberlee Woods resigned from the Prevention Planning Committee (PPC) and, concurrently, JPP.
8. **OPEN NOMINATIONS PROCESS:**
  - A. **Candidate Interview:**
    - Juan Rivera was interviewed for the Provider SPA 2 seat. His application was scored and held pending a second application from SPA 2 for the provider seat. The process requires at least two recommended candidates for each available representative seat.

## Operations Committee Meeting Minutes

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### B. Candidate Nominations:

**MOTION #3: (Johnson/Sotomayor):** Nominate Nettie DeAugustine to the City of Long Beach seat and forward to the Commission for approval and submission to the Board of Supervisors for appointment (*Passed by Consensus, Abstention:* Nettie DeAugustine).

**MOTION #4: (Johnson/Sotomayor):** Nominate Angélica Palmeros to the City of Pasadena seat and forward to the Commission for approval and submission to the Board of Supervisors for appointment (*Passed by Consensus*).

### 9. CONSUMER CAUCUS:

- The November meeting was cancelled in lieu of the Annual Meeting. Mario Pérez, Director, Office of AIDS Programs and Policy (OAPP), will attend the December meeting if his schedule permits.
- Mr. Aviña said the Latina Task Force began as a PPC body. It has since become an Integrated Commission-PPC Latino Task Force so, while its PPC charge is nearly complete, he anticipates the body will continue. It is considering a Spanish-language caucus. Recent, long-term and undocumented immigrants have different experiences, e.g., regarding barriers. CBOs and SPNs also offer consumer feedback and a new SPNS project will include focus groups.
- Mr. Vincent-Jones said the Caucus had planned to revisit whether to be solely a safe consumer Commissioner discussion space or be open to other consumers. Mr. Johnson noted it has addressed issues like budget cut mobilization and training, but now should review its mission. Time is limited after Commission meetings due to fatigue, but other times have not worked.
- Mr. Vincent-Jones will attend the 11/20/2009 Latino Task Force meeting if scheduling permits.
- Caucus Co-Chairs Mr. Johnson, Mr. Land and Mr. Page will ask members to review the Caucus mission for the next meeting.
- Mr. Aviña will report back on the Latino Task Force discussion of its direction and mission going forward.

10. **COMPREHENSIVE TRAINING:** Mr. Vincent-Jones and Ms. Werner continue to work on orientation and broader training.

11. **PROCUREMENT/SOLICITATION PROCESS REFORM:** The Benefits Specialty RFP was released.

12. **ASSESSMENT OF THE ADMINISTRATIVE MECHANISM (AAM):** Mr. Vincent-Jones is following-up.

### 13. COMMISSION OPERATIONS:

#### A. Non-Profit Supportive Organization:

- The first private proposal, to the Robert Wood Johnson Foundation, was submitted for \$200,000 over two years on Community Planning Effectiveness in collaboration with CHIPTS. If accepted, the final proposal is due in December.
- Community planning is a core public health function, yet rarely studied. The study will: 1) review literature; 2) evaluate California HIV planning councils' budget crisis response; 3) compare HIV planning councils to other disease planning bodies.
- Results can be used for a brief that identifies needed essentials, indicators and success factors.

14. **TASK FORCES:** There was no additional discussion.

15. **COMMUNITY RELATIONS:** It was agreed to delete this agenda item going forward.

16. **COMMITTEE ACTIVITIES:** This item was postponed.

17. **POLICIES AND PROCEDURES:** This item was postponed.

18. **ORDINANCE REVISIONS:** This item was postponed.

19. **NEXT STEPS:** This item was postponed.

20. **ANNOUNCEMENTS:** There were no announcements.

21. **ADJOURNMENT:** The meeting was adjourned at 2:05 pm.